

ISGM

**INSTITUTIONAL STRENGTHENING AND
GRANT MANAGEMENT PROGRAM**



**A PROGRAM OF THE
USAID/REDSO/ESA
HORN OF AFRICA SUPPORT PROJECT
(HASP)**

QUARTERLY PERFORMANCE REPORT
January 1, 2002- March 31, 2002



Pact, Inc.
Contract # 623-C-00-98-00026-00
April 10, 2002

CONTRACTOR'S REPORT

1). Background

On September 20th, 1995, the United States Agency for International Development Regional Economic Development Services Office for East and Southern Africa (USAID/REDSO/ESA) and the Intergovernmental Authority on Development (IGAD) signed a Project Grant Agreement (amended 11 September 1997) to collaborate on implementation of the Horn of Africa Support Project (HASP) designed to promote the participation of African partners in activities that support the US Presidential Greater Horn of Africa Initiative (GHAI), comprising five principles:

African ownership	Regional perspectives	Promoting stability
Strategic coordination	Linking relief & development	

On September 2nd, 1998, USAID signed a \$10 million contract with Pact, Inc., a US-based Private Voluntary Organization (PVO) for services in managing the Institutional Strengthening and Grant Management Program (ISGM) of HASP. The contract covered work in ten countries comprising the Greater Horn of Africa (as defined by USAID): Rwanda, Burundi, Tanzania, Kenya, Uganda, Sudan, Somalia, Ethiopia, Eritrea, and Djibouti. Total grant funds available approximate \$4.5 million.

2). Expected Results of ISGM

(i) Institutional strengthening of regional African organizations/consortia/associations involved in food security and/or conflict prevention, mitigation, and response activities (CPMR) in the GHA region;

(ii) Promotion of innovation in the region through support of relevant and innovative regional activities in food security and CPMR; and,

(iii) Increased strategic coordination through the strengthening or creation of structured sub-sector and sector networks and partnerships.

KEY RESULTS THIS QUARTER

- **ISGM & USAID REDSO target 22 organizations for Round 3 RFA. Released in March.**
- **CEO's and board members from 11 organizations build capacity in governance and leadership.**
- **7 organizations discuss sustainability of community animal health programs and drug provision systems.**
- **REDSO annual report data compiled.**
- **5 grants in Close-out.**

3). Comparison of Planned to Actual Events: January – March 2001

ISGM BENCHMARK ACTIVITIES				
Grant Management Unit (GMU)				
Focus	Activity Area	Planned this quarter	Actual this quarter	Notes
Grant Solicitation to Award	1) Request for Application (RFA) solicitation, advertising, & promotion	Finalize 3 rd RFA draft and disseminate to potential applicants	After deliberations within REDSO go ahead was given for targeted 3 rd RFA, which was delivered to target organizations.	The RFA was sent out to 22 potential recipients identified or approved by REDSO. The closing date is April 22, 2002.
	2) Process applications and perform initial screening and in-depth stage one reviews.	NA until next quarter	One unsolicited proposal was received requesting funding for a program outside the purview of ISGM.	
	3) Support Advisory Council selection and notify unsuccessful applicants.	NA	NA	Next Advisory Council Meeting will be in May to vet round three applications
	4) Conduct pre-award visits and MCAT.	NA until next quarter	NA	
	5) Conduct negotiations and conclude grant agreements.	Finalize Round 2 grants	Grants to RECONCILE, PELUM and CLIP were finalized and submitted to USAID on March 4 th .	ISGM awaiting USAID/REDSO written approval.
Post Award Administration	1) Provide funding and support in line with negotiated agreement.	Funding provided.	Funding provided as normal; of note: ISGM visited REFSO in Jan. to determine if necessary conditions for reinstatement of suspended grant were in place. ISGM satisfied that REFSO has met conditions	Recommendation sent to USAID / REDSO. ISGM awaiting approval to resume grant. See discussion.
	2) Monitor grants & provide financial strengthening services.	Financial oversight/ mentoring.	Financial oversight/ mentoring undertaken, Visits to Vetworks, WASDA, RWN, BYDA, APFO, and REFSO.	As per normal grant schedules. Focus on close outs, mid-terms or special issue in the case of REFSO.
	3) Conduct mid –term evaluations	WASDA CIFA	Midterm evaluation of WASDA conducted, the organization has since developed a revised work plan incorporating critical issues from the evaluation.	WASDA is delayed in grant implementation, see discussion below.
	4) Conduct close-outs.	AAYMCA; FAN; VETWORKS; Perimart; RWN	All closed out or in final processing.	No significant close-out issues to report.
Other Support Services	1) Development of a professional network of "Financial and Administrative Mentors" among regional actors.	NA until next quarter	NA	
	2) Support to Centers of Excellence, Umbrella Organizations, & Networks for improved regional training	Support centers of excellence	Animal Health clinic held in Machakos through CAHNET	See discussion
	3) Other services.	NA this Quarter	NA	
ISGM Finance & Admin Duties	1) Administrate ISGM as per normal procedures.	Examine impact of Pack Kenya localization	Pact HQ conducted a financial review and is assisting in budget revision	Cost savings, if revision approved, will go to programs

ISGM BENCHMARK ACTIVITIES – Page 2

Institutional Strengthening Unit (IS)				
Focus	Activity Area	Planned this quarter	Actual this quarter	Notes
The Assessment Process	1) Develop assessment tools and cadre of skilled assessors and evaluators in the region.	NA. Completed in 2001.	NA	
	2) Conduct individualized capacity assessments with regional NGOs.	NA until next quarter	NA	
Information Exchange & Networking	1) Promote information exchange, networks and alliances.	Publish newsletter Support CPMR Network.	ISGM Newsletter pending publication on web & in hard copy. Worked with Interfaith organizations to forward the concept of a grassroots CPMR network for the faith community.	See discussion
	2) Develop materials and strengthen regional centers of excellence for the provision of IS services.	Support Centers of Excellence	Centers invited to governance and leadership training. Worked in joint cooperation with OAU IBAR and CLIP (through CAHNET) to conduct a workshop (see details below)	See discussion
Provision of Institutional Strengthening Services	1) Develop, implement, monitor and evaluate a detailed institutional strengthening plan with clearly defined exit strategies for any provided support.	IS mentoring of target organizations	IS mentoring of target organizations undertaken, of note: Assisted REFSO, LEAT, APFO and CLIP to finalize strategic plans. Strategic plans from GHARP and VETWORKs were printed and are being used to mobilize resources and create publicity about their programs. Other activities included mentoring grantees on the development of organizational policies and management systems, and community animal health programs.	
	2) Ensure exit strategies for IS support and sustainability of orgs.	Community Animal Health Clinic Workshop	ISGM OAU-IBAR PACE and CLIP jointly organized the Community Animal Health Clinic Workshop (through CAHNET). Mar 19-21. The clinic addressed viability and sustainability of CAH and drug supply systems of participating organizations.	See discussion
	3) Sponsor IS workshops and training.	Leadership and Governing bodies training	Leadership and Governing bodies training held in Arusha March 24-28. This training seeks to reawaken board members to their responsibilities and design governance systems amenable to the African context.	See discussion

ISGM BENCHMARK ACTIVITIES – Page 3

Focus	Activity Area	Planned this quarter	Actual this quarter	Notes
Strategic Communication Services Unit (SCS)				
Design & Maintain ISGM Web-pages and Databases for the Region	1) Design and maintain Web-pages.	ISGM Web-page maintenance.	Pact Kenya Web site was re-engineered this quarter and more information published therein. To see the new look, visit www.pactke.org	
	2) Design and maintain databases.	Maintenance of MERIT 2000+ database.	MERIT 2000+ updated & maintained.	
Distribute Info Related to Food Security and CPMR	1) Design and publish ISGM newsletter.	Design and publish ISGM newsletter.	Newsletter publication pending.	
	2) Design and maintain Email notification systems.	NA this quarter	NA this quarter	
Support GHAs Organizations in Strategic Communication efforts	1) Conduct SCS assessments & support the development of Communications Strategies for grantees and other regional organizations.	Continuous mentoring of grantees on their communication and networking strategies	Carried out SCS mid term evaluation for BYDA, focused on info & com. systems, recommendations provided. Continuous mentoring of grantees on their communication and networking strategies was carried out. Conducted scheduled visits to KRA, Perimart, BYDA. Began preliminary work for design of CIFA website.	
	2) Facilitate information sharing and networking strategies and skills among regional organizations.	Support Community Animal Health Network CPMR Network	The Community Animal Health Network (CAHNET) site has been designed and the draft will be published soon in readiness for CAHNET launch scheduled for mid April. On CPMR the division held meetings with NCCK Kenya as a follow up to Eldoret visit of 2001 to initiate the concept grassroots CPMR network for the faith community and outreach to the Muslim community.	Two workshops are coming up in the next quarter, ICT Workshop and CAHNET Launch. The CAHNET launch is scheduled for 18 th April and preparations are at an advanced stage. The ICT workshop will focus on high information sharing tools like Web sites, email, Listserv, ICQ etc.
Strengthen Centers of Excellence for SC Services	1) Develop materials and strengthen regional centers of excellence for the provision of IS services.	Strengthen regional centers of excellence.	A pilot article on capacity building was given to Arid Lands Information Network (ALIN) to be published in the Worldspace. Negotiations are going on with ALIN to ensure that future articles will be based on a profile for each of the ISGM grantees.	

Monitoring, Evaluation & Reporting Unit (ME&R)				
Support Regional Organizations Efforts in ME&R.	1) Support grantees (and targeted others) in efforts to develop monitoring, evaluation and reporting skills.	Follow up with grantees on M&E plan development.	Reviewed plans for LEAT, CIFA, RECONCILE, CLIP, VETWORK, APFO, KRA. Supported WASDA and CIFA mid term evaluations.	Completion of plans has been slowed due to prep of USAID Annual Report and performance data and key staff on maternity leave. Key priority for upcoming quarter
Strengthen Centers of Excellence for ME&R services.	1) Develop materials and strengthen regional centers of excellence for ME&R services.	Work in partnership with REDSO to develop regional networking EIA training course	Venue, and case study sites selected, consultants and resource persons hired, participants invited. Oduol attended USAID FRAME meeting Capetown 25/2/2002 - 2/3/2002.	EIA Course to be held April 22-26 in Navisha.
Monitor, Evaluate and Report on the ISGM program.	1) Monitor ISGM daily progress and produce quarterly reports.	Submit Quarterly Report.	Report submitted.	
	2) Evaluate ISGM performance and produce annual result's report.	Prepare info for REDSO Annual Report and ISGM 2001 performance report.	Met with both SO5 and SO6 on performance reporting and PMPs for SO's. Provided data to REDSO for Annual Report	Focus for 1 st quarter was USAID Annual Report. ISGM Performance Report to be completed in April.

3a). Discussion

3rd Round Solicitation for Proposals Advertised.

The 3rd RFA was approved by REDSO and sent out to 22 potential recipients (targeted food security and CPMR organizations identified by USAID/ REDSO and ISGM) in March. The closing date is 22nd April 2002. Follow-up and pre-award visits will be a major focus of the upcoming quarter. Currently ISGM anticipates making 4 to 6 awards.

WASDA Mid Term Evaluation Conducted.

With the participation of OAU/IBAR and WASDA, an ISGM evaluation team carried out a mid term evaluation of the WASDA grant in both Wajir and Nairobi between 21st and 25th of January. The evaluation team visited project sites in both Kenya and Somalia, including Habaswein, Diff (K), Diff (S), Sarif, Abakhore and Dadajabula. Details of the findings are contained in the evaluation report, which will be submitted to USAID/REDSO after the final review and editing slated for April. Findings include the delay of implementation due to internal factors (over-ambitious and incomplete planning) and external factors (the lingering drought). WASDA will require a no-cost grant extension to complete planned activities. ISGM is currently working with the organization to complete an updated work-plan. ISGM conducted a financial review at WASDA's Nairobi offices on 29th January and 4th to 5th of March. No significant issues noted. WASDA is one of the organizations USAID/REDSO has targeted under the 3rd RFA.

Community Animal Health Clinic Workshop Conducted

As the first CAHNET activity, ISGM in collaboration with CLIP and OAU-IBAR PACE organized a Community Animal Health clinic workshop from March 19-21 at Garden Hotel Machakos. The objective of the CAH clinic was to address viability and sustainability of CAH and drug supply systems of participating organizations. 12 participants from 7 organizations attended. The clinic participants defined sustainability in CAH as meeting CAH objectives in a continuous and viable manner (diagnosis, treatment, obtaining drugs and administering). The clinic offered participants an opportunity to learn from their mistakes by sharing of experiences and through facilitation to critically analyzed and think beyond the traditional boundaries. The workbook approach and provision of books, manuals and reading material on various aspects of successful CAH program added value to the clinic.

ISGM Workshop - Leadership and Governance

ISGM staff conducted the Leadership and Governing Bodies Capacity Building Training in Arusha (March 24-28, 2002). 21 participants attended from 11 organizations (mainly chairpersons of boards and CEOs). The training is a core ISGM course that works to reawaken board members to their responsibilities and to design governance systems amenable to the African context. The workshop materials were updated based on the ISGM Deputy Director (Florence Omosa) experience from a Boards and Governance TOT workshop, held in Washington DC, in November of last year. As a follow-up to the ISGM course there will be ISGM country specific workshops held across the region where targeted civil society organizational leaders will be trained and mentored, including those from selected Centers of Excellence.

ISGM / REDSO EIA Course Planned

During the quarter ISGM worked closely with USAID/REDSO to plan a regional networking and skill building EIA workshop. USAID selected Navisha as a venue. 38 Participants from 6 regional African countries have been invited. The course will take place at the KWS Navisha Training Institute from April 22-26, 2002.

Networks Forwarded

CAHNET: The Community Animal Health Network (CAHNET) site has been designed and the draft will be published soon in readiness for CAHNET launch scheduled for mid April. ISGM has a full time member of staff working with CAHNET secretariat to expedite the network launch.

CPMR: During the quarter meetings were held with NCCK Kenya as a follow up to Eldoret visit of 2001 to initiate the concept grassroots CPMR network for the faith community. During the visit the group developed a strategy for outreach to Muslim populations and religious organizations to incorporate them into the network.

USAID/REDSO ANNUAL REPORT

ISGM worked with USAID REDSO SO5, 6 and GHAI to compile information requested for the USAID/REDSO Annual Report. Data Quality Worksheets are also being compiled as per new instruction by the Mission.

GRANTS IN CLOSE OUT PROCESS

Five grants were closed –out or being closed out by the end of March they are AAYMCA; FAN; VETWORKS; Perimart; and RWN. As per normal procedures, a close out report with final audits and performance information is being compiled for each organization. No significant issues have been identified to date.

ISGM Teams Develops Initial 2002 Work Plan (internal draft).

During the first quarter, the IS team developed a work plan for 2002- June 2003 (six quarters. Among the activities planned are: Leadership and governing bodies training (two clusters: generic and country specific), Proposal writing, grantee mentoring to be delivered as a package, divided into three clusters: Cluster 1: Constitution, governance and leadership; Cluster 2: Policies, System, Organization wide ME&R, Process guidelines; Cluster 3: Strategic thinking & management, resource mobilization, project development and management, proposal writing, IS tables; midterm reviews, Manual development for strategic planning and management and resource mobilization, documentation of ISGM experience. ISGM has been in dialogue with USAID as per activities for the upcoming six quarters. The document should be finalized in April.

Misc. Activities Not Otherwise Mentioned.

OXFAM GB Mid Term Review: ISGM participated in a series of OXFAM GB midterm review meetings (OXfam supports some of the ISGM grantees). Findings of the evaluation included that donor organizations needed to develop an integrated/collaborative strategy for funding capacity building programs and field projects in Northern Kenya. Civil society organizations also need to be better informed of their respective Country Poverty Reduction Strategies.

PACT Washington President and Financial Team Visit: Sarah Newhall, Pact Inc.'s President and CEO visited our offices as part of her Pact Africa itinerary. Evelyn Miyasato, Pact, Inc.'s Vice President of Finance, and Kenneth Eye, Pact, Inc.'s finance officer backstopping ISGM program visited under Pact's CORE and OMEGA programs. Needless to say, the ISGM program benefited from their visit. During their visit, they conducted a thorough review of financial records and internal control systems, and provided guidance and direction to an indigenized Pact Kenya. Finance and Grants Management staff attended ISGM related in house training facilitated by Evelyn Miyasato and Kenneth Eye. The topics covered were accounting for foreign exchange gains and/or

losses, accruals and recurrent journal entries, and proper reporting to Head Office. Pact HQ will also work with Pact Kenya on reformulating project budgets, preparing a realignment request which will allocate savings from overhead expenses to project activities.

3b) Personnel and Technical Assistance

ISGM Personnel

Lynn McCoy maternity leave completed January 28, 2002.

Chris Ngovi, ISGM Grants Manager on annual leave between the 6th and 20th of March.

Consultant Support this Quarter

3 local STTA were employed during this quarter.

Dr. Anthony King, EIA specialist provided a two day consultancy to help identify EIA case study sites and stakeholders for the upcoming USAID/REDS/ISGM EIA workshop.

Josephine Mongare, served as a resource person at the Leadership and Governing Bodies Training.

Mosi Kisare and Geoffrey Njeru served as resource persons at the Leadership and Governing Bodies Training.

No expatriate STTA was utilized this quarter.

3c) Issues requiring immediate support/ attention by USAID

a) Three Grants Remain Pending

Issues surrounding remaining Round 2 grant awards have been resolved (RECONCILE finalized their submission for IS strengthening, while CLIP and PELUM finalized outstanding personnel, financial and policy issues with their host organizations). Grant documents were submitted to USAID/REDSO on March 4th. ISGM is waiting for clearance to proceed from USAID.

b) REFSO Grant Recommended To Be Re-Opened After Determination That Conditions Had Been Met.

ISGM visited REFSO between the 29th and 31st of January to confirm that they had met all necessary conditions for the reinstatement of their suspended grant, and to ensure that all pre-requisite control systems were in place. These include new internal financial controls and reporting systems. ISGM is satisfied that REFSO has met all conditions for reinstatement. A letter communicating our determination and recommendation was submitted to USAID on 4th March. ISGM is waiting for clearance to proceed from USAID.

c) Pact/MWENGO awaiting further instructions/a determination on how REDSO would like to progress forward on the "Special Study."

d) The VAT issue remains unsolved and continues to impact negatively on program implementation. While Pact has finalized all major procurement under the program, this is still a current issue for the on-going procurement of goods and services, the shipment of project-related documents, and the status of its expatriate personnel

(4) Update on Grantee Activity

Update on First Round Grantees		
Grantee	Notable Activities Undertaken in the Quarter	Upcoming Activities
Africa Alliance of YMCAs	The grant close out process was initiated in March. The grant officially expired on 31 st March 2002.	The final Advisory meeting is scheduled for early April in Ethiopia and will be financed through funds committed under ISGM. The audit is also set to commence in April.
CECORE	Closed-out.	NA
FIDA	Closed-out	NA
Forest Action Network (FAN)	The grant is in the close out process. The grant officially expired on 31 st March 2002.	Submission of final Program Performance Report in April. FAN is one of the organizations USAID/REDSO has targeted under the 3 rd RFA.
NAWOU	Closed-out.	NA
Vetwork Services Trust-Sudan	Printed Strategic Plan Vetworks grant expired on 31 st December 2001. On 8 th February, ISGM visited to follow up on outstanding financial issues raised during an earlier mentoring visit, and to prepare Vetworks for the close out process. The external audit commenced during quarter.	Will attend EIA course in April Submission of final Program Performance Report A final audit and performance report is expected by the second week of April. Vetworks is one of the organizations USAID/REDSO has targeted under the 3 rd RFA.

Update on Second Round Grantees		
Grantee	Notable Activities Undertaken in the Quarter	Upcoming Activities
African Peace Forum (APFO)	Final draft of Strategic Plan completed. Kenneth Eye (pact HQ) joined an ISGM team that carried out a routine mentoring and monitoring visit to APFO on 18 th February. ISGM visited again 27 th March to follow on issues raised during the last visit.	Finalization of organizational policies and systems and their implementation Partner organizations strengthening
Bahr El Ghazal (BYDA)	This grant expired on 31 st October 2001. We officially closed out in December 2001. At close out ISGM had helped set up a functional automated accounting system. ISGM then visited them on 16 th January and 19 th March to provide further support and strengthening to their financial systems.	BYDA is one of the organizations USAID has targeted under the 3 rd RFA.
Community Initiative Facilitation Assistance (CIFA)	Following findings and discussions from the mid term evaluation conducted in November 2001, CIFA submitted a budget and activity revision. Both were still under review by ISGM at the end of the quarter.	CIFA is one of the organizations USAID/REDSO has targeted under the 3 rd RFA. Monitoring of groups Kalacha/Hurri hills improve the skills on group management operation and records keeping 1 st – 5 th /04 / 02 Needs assessment on livestock health, range and water. 8 th – 12 th /04/02 Equip trainees with skills on animal health and management. 22 nd –26 th /04/02 /3 rd – 7 th /06/02 Completion of the final phase of the training and distribution of the drug kits to CAHW's. 6 th – 10 th /05/02 Construction of Kalacha furrow to minimize the water loses and improve access to water. 13 th – 17 th /05/02 CAHW's phase I training Ethiopia 20 th – 24 th /05/02 Construction of underground tank to improve access and availability of safe drinking water at Diid Hara Ethiopia 27 th – 31 st /05/02 Improve the skills of peace committees in target communities to promote peaceful co-existence. 10 th – 14 th /06/02 Development of traditional wells. Ethiopia 17 th – 21 st /06/02 Internal review of the program Ethiopia/Kenya 24 th – 28 th /06/02
CLIP	Grant finalized & submitted to USAID Final draft of Strategic Plan completed.	Begin program implementation.
Kenya Rainwater Association (KRA)	Printed Strategic Plan for GHARP The GHARP case studies have been carried out, evaluated and reports are currently being compiled. KRA's accountant visited Tanzania and Uganda to mentor the implementing partners on USAID financial regulations.	Case study synthesis April –May Launch of GHARP Strategic Plan and website April –May Compilation of GHARP RWH Stakeholder Directory April –May Acquisition and processing RWH information resources at the KRA Documentation Centre GHARP Midterm evaluation April –May Finalization of organizational policies and systems April –May Publishing of MVUA newsletter June Compilation of GHARP RWH Stakeholder Directory June

Lawyer's Environmental Action Team (LEAT)	Final draft of Strategic Plan completed. Started implementing their program working with its partners Greenwatch in Uganda, and RECONCILE in Kenya.	Library study on the impact of transnational natural resources on food security Field study by RECONCILE, GREENWATCH and LEAT in their respective countries
PELLUM	Grant finalized & submitted to USAID	Begin program implementation
Perimart International (PERIMART)	PERIMART's grant expired on 30 th November, 2001. The grant was officially closed out on 28 th January, 2002. A final performance report was received in March and is on file.	NA
RECONCILE	Grant finalized & submitted to USAID	Begin program implementation
REFSO	Re-organized based on ISGM investigation /findings. Final draft of Strategic Plan completed. ISGM visited REFSO between 29 th and 31 st January to confirm that they had met all necessary conditions for the reinstatement of their suspended grant, and to ensure that all pre-requisite control systems were in place. ISGM is satisfied that REFSO has met all conditions for reinstatement and recommended that USAID/REDSO advise on how to proceed. A letter communicating our determination and recommendations was submitted to USAID on 4 th March, and we are waiting for a response.	Pending, awaiting USAID REDSO recommendations.
Rwanda Women's Network (RWN)	This grant expired on 30 th November 2001 and the close out process is currently in progress. ISGM visited Kigali, Rwanda between 3 rd and 6 th February to initiate the close out process.	Close out and performance report to be finalized
Wajir South Development Association (WASDA)	A mid term evaluation of WASDA's grant was carried out in both Wajir and Nairobi between 21 st and 25 th of January. The team conducting the evaluation visited areas WASDA is implementing projects in Wajir district, Habaswein, Diff (K), Diff (S), Sarif, Abakhore and Dadajabula. Members of the team included Allan, Florence, David, Paul, Douglas, Chris from ISGM, and WASDA's management and members of the board. Details of the findings are contained in the evaluation report. ISGM conducted a financial review at WASDA's Nairobi offices on Jan 29 th and 4 th to 5 th of March.	CAHW Training 1 and distribution of drugs. Somalia 1 st – 2 nd Week April Formation of Peace groups Kenya/Somalia 3 rd – 4 th April 1 st Week May WASDA is one of the organizations USAID/REDSO has targeted under the 3 rd RFA. CAHW Training 1 and distribution of drugs Somalia 2 nd – 4 th Week May Formation of environmental groups Kenya/Somalia 1 st – 2 nd Week June Ethno veterinary knowledge and cross border peace workshop Kenya/Somalia 3 rd – 4 th Week May

5) Update on Non-Grant Assistance

Update on Non-Grant Assistance – Notable Activities	
ALIN	A pilot article on capacity building was given to Arid Lands Information Network (ALIN) to be published in the Worldspace. Negotiations are going on with ALIN to ensure that future articles will be based on a profile for each of the ISGM grantees.
NCCK	Meetings to forward CPMR network
Catholic Diocese Of Kisii	Leadership and Governance Capacity Building
RAMATI	Capacity building in sustainably operating CAH and drug supply
ALDEF	Capacity building in sustainably operating CAH and drug supply
GTZ Mwingi	Capacity building in sustainably operating CAH and drug supply

6) Upcoming Events – ISGM Led Activities

Planned training for last quarter was completed. The training on electronic mail systems has been broadened to an information communication and technology workshop, which will include electronic system management. The course was rescheduled from last quarter, until May to accommodate the larger agenda. ISGM will complete a finalized Training Calendar in April reflecting planned activities through the end of the grant period.

2002 Schedule- ISGM Sponsored Workshops/ Conferences/ Training

Workshops/ Conferences/ Training	Proposed Date	Location	Invitees
CAHNET Launch	18 th April	Kenya	Reps from regional community animal health NGOs/programs
EIA Network & Training Course	April 22- 26	Navisha	All current, future and past grantees invited as well as other network and NGO operators in the region and USAID invitees.
Information, communication, technology workshop	May	TBD	All current, future and past grantees invited as well as other network and NGO operators in the region
Governance Training	May	Tanzania	All current, future and past grantees invited as well as other network and NGO operators in the Tanzania region
Financial training for non-financial managers	June	Kenya	New grantees 2 nd and 3 rd Round.
Strategic Planning Course	TBD once grants completed	TBD	New grantees 2 nd and 3 rd Round.
Monitoring & Evaluation Course	TBD once grants completed	TBD	New grantees 2 nd and 3 rd Round.
Food Security Skills Training	TBD currently on hold until further discussions with SO5	TBD	All current, future and past grantees invited as well as other network and NGO operators in the region
CPMR Skills Training	TBD currently on hold until further discussions with SO6	TBD	All current, future and past grantees invited as well as other network and NGO operators in the region

7) Regional Travel

All travel planned for last quarter was undertaken (WASDA, LEAT, RWN and Arusha Governance Workshop) in addition ISGM staff visited REFSO, APFO, BYDA, VETWORKS, NCKK, and conducted a workshop Machakos, Kenya (as discussed in section 3 and 3a).

The ISGM program plans the following travel (outside Nairobi vicinity) for the upcoming quarter:

Travel Purpose	By Whom	Where	Tentative Dates
CPMR Network Promotional Tours	Florence, TS (Paul – USAID)	Eritrea	April 9th
Round 3 Pre-Awards Reviews	Bill, Chris (Paul – USAID)	TBD based on proposals	April, May
AAYMCA Evaluation	Wonder Phiri	Ethiopia	April
RWN	Chris, Paul	Rwanda	April
LEAT	Chris, Nancy	Tanzania	May
Governance Training	Douglas, TS	Tanzania	May

8) Performance Update

Performance is deemed to be on track with contract.

9) Statement of Work - Administrative Information:

Contract Data: Total estimated cost \$10,000,000.00.

1. Expenditures (last three months): \$ \$271,935.54 (January-March 2002)
2. Cumulative expenditures to date: \$ \$5,049,053.45
3. Remaining unexpended balance: \$\$4,950,946.09